Arkansas State University
Business Technology B.S.E. Advising Worksheet (2014-2015)

Name _____ ID # _____

GENERAL EDUCATION REQUIREMENTS (35 Sem Hrs)

Communications
*ENG 1003, Composition I   _____
*ENG 1013, Composition II   _____
COMS 1203, Oral Communications _____

Mathematics
*MATH 1023, College Algebra   _____

Sciences
See the 2014-2015 catalog for complete list of choices
BIOL 1003 or other Biological Science   _____
BIOL 1001 or other Biological Science Lab _____
PHSC 1203 or other Physical Science   _____
PHSC 1201 or other Physical Science Lab   _____

Arts & Humanities
One of the following:
ART 2503, Fine Arts Visual   _____
MUS 2503, Fine Arts Musical   _____
THEA 2503, Fine Arts Theatre   _____

One of the following:
ENG 2003, World Literature to 1660   _____
ENG 2013, World Literature since 1660   _____
PHIL 1103, Intro to Philosophy   _____

American History/Government-One of the following:
HIST 2763, United States to 1876   _____
HIST 2773, United States since 1876   _____
POSC 2103, Intro to US Government   _____

Social Sciences
*ECON 2313, Prin of Macroeconomics   _____

One of the following:
ANTH 2233, Intro to Cult Anthropology _____
SOC 2213, Intro to Sociology   _____

UNIVERSITY REQUIREMENT (3 Sem Hrs)

First Year Experience
BUSN 1003, Making Connections: Business _____
(Waived if transferring in 14 or more hours)

COLLEGE OF BUSINESS CORE COURSES (39 Sem Hrs)

*ACCT 2033, Intro to Financial Accounting   _____
*ACCT 2133, Intro to Managerial Accounting   _____
*CIT 1503, Microcomputer Applications   _____
*ECON 2323, Prin of Microeconomics   _____
*ECON 2113, Business Statistics   _____
BCOM 2563, Business Communications   _____
LAW 2023, Legal Envir of Business   _____

Must have completed 54 hours and all Lower-level courses with an (*) before enrolling in Upper-level Business Courses.

CIT 3013, Mgmt Info System   _____
CIT 3523, Operations Mgmt   _____
FIN 3713, Business Finance   _____
MGMT 3153, Organizational Behavior   _____
MKTG 3013, Marketing   _____
MGMT 4813, Strategic Mgmt   _____
(To be taken last semester before internship)

MAJOR REQUIREMENTS- Bus Tech (12 sem hrs)

CIT 3533, Microcomputer Applications II **(F)** _____
MKTG 4073, Social Media Marketing **(S)** _____
GCOM 3673, Desk Pub/Pub Design **(F,S, Su)** _____
CIT 4453, Global E-Commerce **(S)** _____

PROFESSIONAL EDUCATION REQUIREMENTS- Bus Tech (32 sem hrs)
(A grade of 'C' or better is required for all Professional Education Requirements denoted below with a # is required for admission to the teacher Education Program.)

SCED 2513, Intro to Secondary Teach **(F,S)** _____
PSY 3703, Educational Psy **(F, S, Su)** _____
#ELSE 3643, The Exceptional Student in the
       Regular Classroom **(F, S, Su)** _____
#SCED 3515, Performance-Based
       Instructional Design **(F,S)** _____
#SCED 4713, Educational Measurement with
       Computer Applications **(F,S)** _____
#EDBU 4533, Methods and Materials in
       Teaching Business Tech **(F)** _____
#TIBU 4826, Business Technology Internship
       In the Sec School (12 hrs) **(F,S)** _____

Total coursework must be at least 121 semester hours.

Each student should study the Undergraduate Bulletin and become familiar with the organization, policies, and regulations of the university. Failure to do this may result in mistakes for which the student will be held responsible.

_____
ADVISOR SIGNATURE   DATE

DEGREE REQUIREMENTS
2014-2015 B.S.E. Degree (Business Technology)

For a more detailed enumeration of all academic requirements and regulations for the Bachelor's Degree, see the 2014-2015 *Undergraduate Bulletin*.

1. Correct number of hours presented for degree.
2. Forty-five (45) junior/senior hours after the completion of 54 semester hours.
3. Completed or enrolled in all required/elective courses.
4. Completed the following courses with a grade of "C" or better:
   - **ENG 1003, Composition I**
   - **ENG 1013, Composition II**
   - **MATH 2143, College Algebra**
   - **ACCT 2033, Intro to Financial Acct**
   - **CIT 1503, Microcomputer Applications**
5. Completed HIST 2763 or 2773, U.S. History or POSC 2103, U.S. Government.
6. Completed ANTH 2233, Intro to Cultural Anthropology or SOC 2213, Principles of Sociology
7. At least 2.50 grade point average overall (including transfer and ASU work) and at least 2.50 GPA at ASU.
8. Minimum grade point average of at least 2.25 calculated on the last grade for each course in the business core or at least a "C" in each course in the core.
9. At least a 2.50 grade point average for all courses in the major.
10. Other requirements:
    a. 32 ASU residence hours.
    b. 30 of last 36 hours, ASU-Jonesboro.
    c. At least 50% of the business credit hours required for a baccalaureate degree must be earned in the ASU-Jonesboro College of Business.
    d. Complete a minimum of 50% of major work at ASU-Jonesboro.
    e. Credit by correspondence, exam (including CLEP), evaluated military service, and USAFI not to exceed 25%. A maximum of 30 semester hours can be earned by examination.
    f. Minor (optional) all requirements met (at least 2.25 GPA). Students may have both a major and minor in the College of Business but at least 6 hours in the minor cannot be used to complete the general education and major requirements. (College of Business majors may not have a minor in General Business.)
    g. Double Major (Optional) all requirements met (at least 2.25 GPA). Students may have a double major in the College of Business, but work for both majors must be completed at the same time.
    h. Second Degree, students must meet the degree requirements under the provisions of the catalog in effect at the time the second degree is awarded. If the first degree was awarded by ASU, the student must only complete the remaining degree requirements in residence. If the first degree was not awarded by ASU, the student must complete a minimum of 32 hours in residence at ASU and meet requirements of the degree sought
    i. Students are required to demonstrate proficiency in basic computer skills in order to be awarded the degree. This proficiency must be satisfied before enrollment in ECON 2113 Business Statistics in either one of two ways:
       (1.) Completing CIT 1503-Microcomputer Applications with a grade of "C" or better
       (2.) Completing CS 1013- Intro to Computers with a grade of "C" or better.
11. Fill out an online "Application/Intent to Graduate Form," when registering for the final enrollment period. (If the student is unable to graduate at the end of the term for which application has been made, a new form must be submitted during the next term in which the student expects to graduate).
12. Students must complete graduation requirements under the provisions of an ASU-Jonesboro catalog that is not more than seven years old at the time of the student's graduation, provided the student was enrolled in residence at a regionally accredited institution of higher education during the year the catalog was in effect. The 2014-2015 degree plan expires with the August Commencement in 2021.